United Nations ST/IC/2017/16

Secretariat

27 April 2017

Information circular*

To: Members of the staff

From: The Assistant Secretary-General for Human Resources Management

Subject: **Announcement of the "opt-in" period for the first 2017 managed mobility exercise, for the Political, Peace and Humanitarian Network**

1. The new staff selection and managed mobility system, governed by Secretary-General's bulletin ST/SGB/2016/2, entitled "Introduction of a new staff selection and managed mobility system", and administrative instruction ST/AI/2016/1, entitled "Staff selection and managed mobility system", took effect at the Secretariat on 1 January 2016. The first job network to make the transition to the new system was the Political, Peace and Humanitarian Network. The phased implementation by job network will continue until all networks have made the transition to the new system.

Political, Peace and Humanitarian Network

Placement under managed mobility of staff members in the Political, Peace and Humanitarian Network

2. Given that the Political, Peace and Humanitarian Network is in its second year of implementation under the new system, staff members in that network who have served the maximum position occupancy limit stipulated in section 1 of administrative instruction ST/AI/2016/1 will be required to participate in a managed mobility exercise in 2017 in accordance with section 16.2 of the instruction.

3. Staff members who have met the maximum position occupancy limit have been notified of their requirement to participate in the managed mobility exercise. The calculation of the position occupancy limits, for the purpose of placement under managed mobility, shall include time served in the position that the staff member encumbers on an appointment other than a temporary appointment, in accordance with section 16.1 of administrative instruction ST/AI/2016/1.

4. Staff members in the Political, Peace and Humanitarian Network who have served the minimum position occupancy limit, as stipulated in section 1 of administrative instruction ST/AI/2016/1, and who wish to express their interest in participating in the managed mobility exercise in 2017 may do so as follows:

* The present circular expires on 31 December 2017.

(a) The exercise is scheduled to commence on 28 April 2017. Staff members in the Political, Peace and Humanitarian Network may choose to take part in the exercise through Inspira from 28 April (12.01 a.m., Eastern Standard Time) to 12 May 2017 (11.59 p.m., Eastern Standard Time);

(b) Staff members who choose to participate in the managed mobility exercise may opt out only before the closure of the circulation of the preliminary compendium on 12 May 2017;

(c) Staff members who meet the requirements for participation in a managed mobility exercise will be notified accordingly and will be required to submit their expressions of interest in accordance with the provisions of section 17 of the above-mentioned instruction. Once participation is confirmed, staff members may be placed in any suitable position within the exercise;

(d) Pursuant to section 15.7 of the above-mentioned instruction, staff members who are placed through managed mobility shall not retain a lien on the position that they vacate following their placement in a new position.

5. Staff members in the Professional and higher categories up to and including the D-2 level and in the Field Service category are encouraged to familiarize themselves with the provisions of Secretary-General's bulletin ST/SGB/2016/2 and administrative instruction ST/AI/2016/1, which contain the applicable procedures for the vacancy and managed mobility exercises. Staff members are also encouraged to avail themselves of relevant learning courses on the new system, offered by the Office for Human Resources Management.

6. Detailed information on the managed mobility staffing exercise for the Political, Peace and Humanitarian Network is provided on the human resources portal at https://hr.un.org/page/mobility.